

[illegible]

INSTRUCTIONS

VENDOR CODE: Enter the county-district code used by the Department of Elementary and Secondary Education.

LOCAL EDUCATION AGENCY (LEA): Record the official name of the school district.

DESCRIPTION OF PROGRAM: Record the category of Title II, Part C funds (services for special populations, equipment, integration of academic and vocational education, program improvement, guidance/counseling/placement, or administration).

DESCRIPTION OF ITEM, ACTIVITY, SERVICE, ETC.: Describe in detail each item, activity, service, etc., to be funded utilizing federal basic grant distribution funds. Include the names of individual personnel and social security number if expenditures are for salaries/fringe benefits.

FEDERAL AMOUNT: Record the amount of the Title II, Part C distribution that is utilized for each item, activity, service, etc., described. The federal amount total cannot exceed the total Title II, Part C allocation amount.

TOTAL COST/EXPENDITURE: Record the total expenditure including federal that is utilized for each item, activity, service, etc., described.